

CITY OF HIGHLAND HEIGHTS
Regular Council Meeting Minutes
December 5, 2023
Approved: January 16, 2024

On Tuesday, December 5, 2023 at 7:04 p.m. Mayor Meyers called the regular Council meeting to order at 176 Johns Hill Road.

Council Members Present: Mayor Gregory Meyers, Councilmembers Deborah Ball, Gary Chinn, John Braun, Rene Heinrich, John Hoffert. A quorum was present.

Council Member Absent: Councilmember Alex Bramel notified the Mayor he would not be in attendance.

Staff Present: City Administrator, Michael Giffen; Assistant Police Chief, Nick Love; City Clerk/Treasurer, Jeanne Pettit; Code Enforcement Officer, Dave Fornash; Attorney, Michelle Eviston.

Staff Absent: Public Works Director, Steve Lehman was excused from the meeting.

Minutes for Approval

- **Regular Meeting Minutes of November 7, 2023.** These minutes had been previously emailed to the Mayor, Council Members, and City Staff for review.
- **Action Taken:** Member Heinrich made a motion to accept the minutes from the regular council meeting held November 7, 2023. Seconded by Member Ball. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.

Scheduled Guests: None

Correspondence

- Mayor Meyers read a thank you note from the Parker family expressing their appreciation for the Veterans Day ceremony and senior breakfast.
- Mayor Meyers read Michael Vaught's resignation from the Tree Commission and Greenspace Committee effective November 9, 2023.

Staff Reports

- City Administrator – Michael Giffen
 - Greenspace Open House on December 13, 2023 from 6:00-7:30 p.m. for public comment, and to begin finalizing plans.
 - A Comprehensive Plan update was given.
 - New website design is in process with a goal of implementation in Spring 2024.
 - Councilmember Ball asked about grants to improve sidewalks on the north end of the city. Steve Lehman and Frank Twehues have begun looking at the condition of the current sidewalks.
- **Ordinance – Second Reading**
 - **Ordinance 11-2023:** An ordinance amending the City's pay classifications ordinance.
 - **Action Taken:** Member Chinn made a motion to accept ordinance 11-2023, an ordinance amending the City's pay classification ordinance. Seconded by Member Ball. Discussion: None.
 - **Roll Call:** Councilmember Ball, yes; Councilmember Braun, yes; Councilmember Chinn, yes; Councilmember Heinrich, yes; Councilmember Hoffert, yes. Mayor Meyers declared the motion passed.
- **Resolution**
 - **Resolution 21-2023:** A resolution supporting agreement between the Commonwealth of Kentucky Transportation Cabinet and City of Highland Heights for the design phase of the Sunset Drive Reconstruction Project/Item No. 06-00340.00 Federal Project Number 3002-367 for \$132,000.00 of Federal SNK Funds.
 - **Action Taken:** Member Chinn made a motion to accept resolution 21-2023 supporting agreement between the Commonwealth of Kentucky Transportation Cabinet and City of

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Highland Heights for the design phase of the Sunset Drive Reconstruction Project. Seconded by Member Heinrich. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.

Municipal Order

- **Municipal Order 11-2023:** A municipal order allowing the purchase of a used Bobcat and attachments from Russ Gogzheyen.
- **Action Taken:** Member Braun made a motion to approve Municipal Order 11-2023 allowing the purchase of a used Bobcat and attachments from Russ Gogzheyen. Seconded by Member Hoffert. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
- Assistant Police Chief – Nick Love
 - There has been a large increase in car break-ins at apartment complexes in the city.
 - Call the police department or sign up on the police website for house checks if you will be away for the holidays.
- City Clerk/Treasurer – Jeanne Pettit
 - Update on tax receipts and alcoholic beverage license renewals.
- Code Enforcement Officer – Dave Fornash
 - November has been a busy month. There have been several abatements.
- Public Works Supervisor – Steve Lehman
- Attorney – Michelle Eviston
 - **Municipal Orders**
 - **Municipal Order 12-2023:** A municipal order appointing David Dalton to a four-year term on the Highland Heights Tree Commission.
 - **Action Taken:** Member Chinn made a motion to approve municipal order 12-2023 appointing David Dalton to the Tree Commission for the December 1, 2023 through December 31, 2027 term. Seconded by Member Braun. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
 - **Municipal Order 13-2023:** A municipal order appointing Maureen Wash to a four-year term on the Highland Heights Tree Commission.
 - **Action Taken:** Member Braun made a motion to approve municipal order 13-2023 appointing Maureen Wash to the Tree Commission for the December 1, 2023 through December 31, 2027 term. Seconded by Member Ball. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
 - **Municipal Order 14-2023:** A municipal order appointing Meredith Leary to a four-year term on the Highland Heights Tree Commission.
 - **Action Taken:** Member Ball made a motion to approve municipal order 14-2023 appointing Meredith Leary to the Tree Commission for the December 1, 2023 through December 31, 2027 term. Seconded by Member Heinrich. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
 - **Ordinance – First Reading**
 - **Action Taken:** Member Chinn made a motion to read ordinance 12-2023 in summary. Seconded by Member Ball. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
 - **Ordinance 12-2023:** An ordinance amending chapter 152 of the Highland Heights Code of Ordinances commonly referred to as the City of Highland Heights Zoning Ordinance.

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Unfinished Business:

- Councilmember Ball mentioned seeing speed humps at Cosco. These were smaller than the removable speed humps discussed at a previous meeting, and were also rubberized. They may not be as costly as the removable speed humps. Officer Fornash mentioned speed humps could cause damage to emergency and police vehicles traveling above the speed limit to an emergency. Additionally, speed humps can cause damage to low profile vehicles.

New Business

- **Action Taken:** Member Chinn made a motion to cancel the December 19, 2023 and January 2, 2024 council meeting due to lack of business. Seconded by Member Ball. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
- Councilmember Heinrich discussed reinstating some council committees. Suggested committees included a City Improvement/Beautification committee to address sidewalks, grants, underground powerlines, etc.; and a Development/Comprehensive Plan Implementation committee.
- **Action Taken:** Member Heinrich made a motion to go into Executive Session pursuant to KRS 61.810(c) for discussion of proposed or pending litigation against or on behalf of the public agency. Seconded by Member Ball. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
- **Action Taken:** Member Hoffert made a motion to come out of executive session. No action was taken during the executive session. Seconded by Member Heinrich. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.

Citizens to Address Council: None

Adjournment

- **Action Taken:** Member Chinn made a motion to adjourn the December 5, 2023 meeting. Seconded by Member Heinrich. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.

Meeting adjourned at approximately 8:28 p.m. on Tuesday, December 5, 2023.

Submitted by:



Jeanne M. Pettit, City Clerk/Treasurer

Signed:



Gregory V. Meyers, Mayor